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ODP-81-856

6 JUL 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: Nomination to the Board of Trustees of
the Voluntary Investment Plan (VIP) -

REFERENCE: DDA 81-1252/1 Memorandum,
Dated 24 June 1981

1. The Office of Data Processing nominates [] to fill the vacancy on the Board of Trustees of the Voluntary Investment Plan (VIP). Attached is an updated Biographic Profile.

2. [] joined the Agency in September 1963 as a Digital Computer Systems Programmer. Since his EOD, Mr. [] has served in a variety of increasingly responsible positions within ODP and has gained the respect of his managers, peers, and subordinates. In December 1976, [] was appointed as the Deputy Director for Applications, ODP and in April 1979 was appointed as the Deputy Director for Processing, ODP. His sound judgement, expertise, and managerial effectiveness have been clearly demonstrated by his outstanding performance. He is currently a member of the Credit Union's Supervisory Committee and a participant in the VIP program.

3. I recommend that [] be selected as the DDA Representative on the VIP Board of Trustees.

/s/ Bruce T. Johnson

Bruce T. Johnson

Attachment: a/s

ODPAdmin [] mlt/7/6/81

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DDA 81-1252/1

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Information Services
Director of Logistics
Director of Medical Services
Director of Security
Director of Training and Education

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Appointment to the Board of Trustees of the
Voluntary Investment Plan (VIP)

1. The current DDA Representative on the VIP Board of Trustees will be unable to continue on the Board because of a reassignment in September 1981. We plan to nominate a senior or mid-level officer or officers for consideration by the Board to fill this vacancy.

2. It is requested that you identify a nominee or nominees to serve on the VIP Board of Trustees. While the trustees do not have to be experts in the field of investment of finance, they should have some acquaintance with and interest in this area. Neither do the trustees have to be participants in VIP, although this is desirable. The nominee or nominees can be in a cover status; procedures have been developed for preventing the disclosure of the identity of a Board member who needs cover protection.

3. A brief nominating statement accompanied by an updated Biographic Profile and two most recent Performance Appraisal Reports on each nominee should be forwarded to the DDA/CMO by 3 July 1981. Negative responses may be telephonic. If you have any questions regarding this matter, please contact Diane

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Harry E. Fitzwater

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